457 Salary Deferral Information File Available to Non-SABHRS Employers

1.1 457 SDA Information File to Non-SABHRS Employers

This outgoing file contains 457 Salary Deferral Agreement information. It is available to Non-SABHRS employers, i.e. all employers that are not part of the State of Montana Statewide Accounting, Budgeting, and Human Resources (SABHRS)). For those employer participating in the 457 plan, it is available to download from the Employer Resource and Information Center (ERIC). The file is delimited by '~'. The file contains the following variable length records:

1.1.1 File Layout

FIELD POSITION	FIELD NAME	FIELD LENGTH	FIELD DESCRIPTION
1	SSN	9	Social Security Number of the employee. • Cannot be null • Must be numeric • No alphabets or special characters allowed • Should be unique in this detail section
2	Name	80	Full name of the member. • Last Name First Name and Middle Initial Example: John Doe M
3	Payroll Effective Date	8	Payroll Effective Date on the 457 Contribution Amount record. • Valid date in YYYYMMDD format • No letters or special characters • e.g. 20091012 – First 4 digits represent year, followed by 2 digit month and 2 digit day • Cannot be null Note: For single digit months (i.e. January through September), the month value should be preceded by a 0 (January = 01, February – 02, etc.). For single digit days (i.e. 1 through 9), the day should be preceded by a 0 (01, 02, etc.).
4	File Creation Date	8	Current date. • Valid date in YYYYMMDD format • No letters or special characters • e.g. 20091012 – First 4 digits represent year, followed by 2 digit month and 2 digit day • Cannot be null Note: For single digit months (i.e. January through September), the month value should be preceded by a 0 (January = 01, February – 02, etc.). For single digit days (i.e. 1 through 9), the day should be preceded by a 0 (01, 02, etc.).
5	Pre Tax Contribution Type	1	Before Tax Contribution Option Flat or Percent.

FIELD POSITION	FIELD NAME	FIELD LENGTH	FIELD DESCRIPTION
			• Allowed values are: 1 and 2 • 1 represents Flat Amount • 2 represents Percent of Gross • e.g. 1
6	Pre Tax Contribution Amount	8,2	Pre Tax Contribution for the employee. • Allowed 8 decimal values with 2 precision • Allowed only numbers and special character (.) period • e.g. 600000.50 • Should be Null if % Contribution – Pre Tax is not Null
7	Pre Tax Contribution PCT Gross	5,2	Pre Tax % Contribution for the employee. • Allowed 5 decimal values with 2 precision • Allowed only numbers and special character (.) period • e.g. 34.50 • Should be Null if $ Contribution – Post Tax is not Null
8	Post Tax Contribution Type	1	After Tax Contribution Option Flat or Percent. • Allowed values are: 1 and 2 • 1 represents Flat Amount • 2 represents Percent of Gross • e.g. 1
9	Post Tax Contribution Amount	8,2	Post Tax Contribution for the employee. • Allowed 8 decimal values with 2 precision • Allowed only numbers and special character (.) period • e.g. 600000.50 • Should be Null if % Contribution – Post Tax is not Null
10	Post Tax Contribution PCT Gross	5,2	Post Tax % Contribution for the employee. • Allowed 5 decimal values with 2 precision • Allowed only numbers and special character (.) period • e.g. 34.50 • Should be Null if $ Contribution – Post Tax is not Null
11	Deferral Type	16	Deferral Type for the 457 employee • Valid values are defined in UCS 101 Person Account • Should not be Null
12	Maximum Deferrals Per Month	1	Payroll deduction per month. • Valid values are defined in UCS 101 Person Account • Should not be Null
13	Stop Date	8	Stop date for 457 contribtion. • Valid date in YYYYMMDD format • No letters or special characters

FIELD POSITION	FIELD NAME	FIELD LENGTH	FIELD DESCRIPTION
			- e.g. 20091012 – First 4 digits represent year, followed by 2 digit month and 2 digit day - Cannot be null if contribution reason is 'STOP' Note: For single digit months (i.e. January through September), the month value should be preceded by a 0 (January = 01, February – 02, etc.). For single digit days (i.e. 1 through 9), the day should be preceded by a 0 (01, 02, etc.).

1.1.1 File Properties

NAME	DESCRIPTION
File Type	Outbound
Root Directory	N/A
Mailbox Subdirectory	N/A
Staging Subdirectory	Staging
Process Subdirectory	Processed
Error Subdirectory	Error
Layout File	N/A
File Delimiter	~
Email Notification	Yes
Nightly Batch Run	Yes
Name of the File	MTMPERA457_ORGID_Timestamp.txt

1.1.2 File Validations

The file must execute validations based on the fields defined in File Layout 1.1.1.